



# **THE RESERVE COMPONENTS OFFICER PROMOTION PROCESS**

## **HOW A RESERVE COMPONENT (RC) OFFICER GETS PROMOTED**

### **(DOWNLOAD AND VIEW WITH SPEAKER NOTES)**

**Updated APR '04  
OFFICE OF PROMOTIONS (RC)**



# PURPOSE



- To provide RC commissioned officers and USAR warrant officers with information about the officer promotion process.
- To provide RC officers with information that will help them better manage:
  - Their careers.
  - Their subordinates' careers.



# BOARD TIMELINE



## C-90 through convene date:

Office of Promotions (RC) screens/reviews electronic board file. Educationally qualified and non-educationally qualified scrub. Board files continually updated as hardcopy documents that arrive are scanned.

= Board Convenes



## C- 60 days:

Exact board file can be viewed on-line. Notification letter emailed.

## C-205 days:

List of eligible officers sent to various commands for scrub

## C- 120 to C-90 days:

Electronic board file created. Notification letter mailed.

## C-210 days:

Officers to be considered identified.

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# **ELECTRONIC BOARD FILE**



- PERFORMANCE DOCUMENTS:**
- EDUCATION & TRAINING DOCUMENTS:**
- COMMENDATORY DOCUMENTS:**
- DISCIPLINARY DOCUMENTS:**
- ENCLOSURES:**



# HOW CAN I HAVE THE BEST PROMOTION FILE POSSIBLE?



- **Ensure highest civilian/military educational documents present.**

- Be educationally qualified! (refer to AR 135-155 and slide # 6).

- **Ensure all OERs/AERs are present (OERs must be profiled).**

- **Submit a photo.**

- Does not need to be perfect.

- Must be in Class A uniform.

- No State/Territory NG awards. No IG, GS, Cavalry Branch.

- If above screening weight, attach body fat worksheet (DA 5500/5501).

- **Send letter to Board President.**

- If important and NOT in file, address.

- Address periods of inactivity.

- Concise and not self-serving.

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- **Submit an OPB (ACB/IPB/IMA) DA Form 2-1 (TRU/NC).**



# APL EDUCATIONAL REQUIREMENTS



- Refer to:
  - AR 135-155, dated 24 OCT 01
  - Previous year's MOI
- **To CPT:**
  - Baccalaureate Degree (Need diploma and/or transcripts)
  - Any Officer Basic Course (OBC)
- **To MAJ:**
  - Any Officer Advance Course (OAC)
  - BSN for non-66F Army Nurses
- **To LTC:**
  - 50% CGSOC or equivalent
- **To COL:**
  - 100% CGSOC

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# RC WARRANT OFFICER EDUCATIONAL REQUIREMENTS



- Refer to:
  - AR 135-155, dated 24 OCT 01
  - Previous year's MOI
- **To CW3:**
  - WO Officer Basic Course
- **To CW4:**
  - WOAC or SWOT(Senior Warrant Officer Training)
  - AMEDD OAC for 640A and 670A
  - WO OBC only for 131A, 132A, 180A, 215D, 880A, 881A, 921A.
- **To CW5:**
  - No requirement for selection, but is for promotion.





# RC APL SELECTION BOARD PROMOTION ZONES



- **TO CPT:** NOV '04 BOARD DOR  $\leq$  31 AUG 01  
NOV '05 BOARD DOR  $\leq$  31 AUG 02  
NOV '06 BOARD DOR  $\leq$  31 AUG 03
- **TO MAJ:** MAR '05 BOARD DOR  $\leq$  31 AUG 99  
MAR '06 BOARD DOR  $\leq$  31 AUG 00  
MAR '07 BOARD DOR  $\leq$  31 AUG 01
- **TO LTC:** SEP '04 BOARD DOR  $\leq$  31 MAR 99  
SEP '05 BOARD DOR  $\leq$  31 MAR 00  
SEP '06 BOARD DOR  $\leq$  31 MAR 01
- **TO COL:** JUL '04 BOARD DOR  $\leq$  31 MAR 01

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JUL '05 BOARD

DOR  $\leq$  31 MAR





# RC AMEDD SELECTION BOARD PROMOTION ZONES



- **TO CPT:**

- JAN '05 BOARD DOR  $\leq$  31 JUL 01
- JAN '06 BOARD DOR  $\leq$  31 JUL 02

- **TO MAJ:**

- JAN '05 BOARD DOR  $\leq$  31 JUL 99
- JAN '06 BOARD DOR  $\leq$  31 JUL 00

- **TO LTC:**

- MAY '04 BOARD DOR  $\leq$  31 MAR 99
- MAY '05 BOARD DOR  $\leq$  31 MAR 00

- **TO COL:**

- MAY '04 BOARD DOR  $\leq$  31 MAR 01
- MAY '05 BOARD DOR  $\leq$  31 MAR 02



# RC CHAPLAIN SELECTION BOARD PROMOTION ZONES



- **TO CPT:**

- FEB '05 BOARD DOR  $\leq$  31 JUL 01
- FEB '06 BOARD DOR  $\leq$  31 JUL 02

- **TO MAJ:**

- FEB '05 BOARD DOR  $\leq$  31 JUL 99
- FEB '06 BOARD DOR  $\leq$  31 JUL 00

- **TO LTC:**

- OCT '04 BOARD DOR  $\leq$  31 MAR 99
- OCT '05 BOARD DOR  $\leq$  31 MAR 00

- **TO COL:**

- OCT '04 BOARD DOR  $\leq$  31 MAR 01
- OCT '05 BOARD DOR  $\leq$  31 MAR 02



# RC WARRANT OFFICER SELECTION BOARD PROMOTION ZONES



## • TO CW3:

- APR '05 BOARD DOR  $\leq$  31 DEC 00
- APR '06 BOARD DOR  $\leq$  31 DEC 01

## • TO CW4:

- APR '05 BOARD DOR  $\leq$  31 DEC 00
- APR '06 BOARD DOR  $\leq$  31 DEC 01

## • TO CW5:

- APR '05 BOARD DOR  $\leq$  31 DEC 00
- APR '06 BOARD DOR  $\leq$  31 DEC 01



# LET'S RETURN TO OUR TIMELINE



- C - day: The board convenes!
  - Mailed documents should have arrived.
- MISSION of a promotion board:
  - To carefully consider the file of every eligible officer in the zone of consideration (if on the RASL, Reserve Active Status List, must be considered).
  - Recommend the officers first considered fully qualified and then considered best qualified for promotion.
  - Identify those officers who should be recommended for involuntary separation (“Show Cause”).



# MYTHS vs REALITY



- **MYTH:** Knowing a board member helps.  
**REALITY:** Diverse board membership (no two officers from same GO command or same NG State). Board members cannot discuss files amongst each other, separate votes.
- **MYTH:** Branch, Component, State, etc. matter.  
**REALITY:** One selection objective for APL and CH boards. By competitive categories and sometimes AOC for AMEDD boards.
- **MYTH:** Equal opportunity.  
**REALITY:** No special treatment/consideration.
- **MYTH:** Separate or “Secret” instructions exist.  
**REALITY:** Board must follow the MOI signed by the Secretary of the Army. The MOI is released along with board results.
- **MYTH:** The board produces a final Order of Merit List.  
**REALITY:** After the board recesses (departs) individuals considered are either “Recommend” or “Non-Recommend.” No distinction is made between recommended officers with the highest and lowest score.
- **MYTH:** The recommended list can be changed.  
**REALITY:** Only the President of the United States can change the list.



# METHODOLOGY



- Board Composition:

- APL (Basic branches + JA); 13 members.
- AMEDD; 9 members.
- Chaplain: 7 members, 4 are Chaplains.
- Warrant Officer: 7 members, 4 are CW5, at least one AV.
- Mix of USAR/NG/AC officers.
- Mix of branches, gender, and ethnic groups.
- Each board member votes each file, all votes equal.

- The Board uses a numerically based voting method to:

- Rank order the Educationally Qualified officers considered and draw a “Fully Qualified” and “Best Qualified” cut line.
- “Best Qualified” line is based upon the “Select Objective.”
- SEL OBJ is maximum number of officers the board can promote. Found in the Board MOI.

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# FULLY QUALIFIED vs. BEST QUALIFIED



## “FULLY QUALIFIED” OFFICER

- Has met the Military Education requirements.
- Has met the Civilian Education requirements (if required).
- Qualified professionally and morally; demonstrated integrity.
- Physically fit.
- Capable of performing the duties expected in the next higher rank.
- Has performed satisfactorily and shows potential.
- Promote up to select objective, if numbers support.

## • “BEST QUALIFIED” OFFICER

- Is a “fully qualified” officer.
- Recommended based on maximum number of selection

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# SCORING



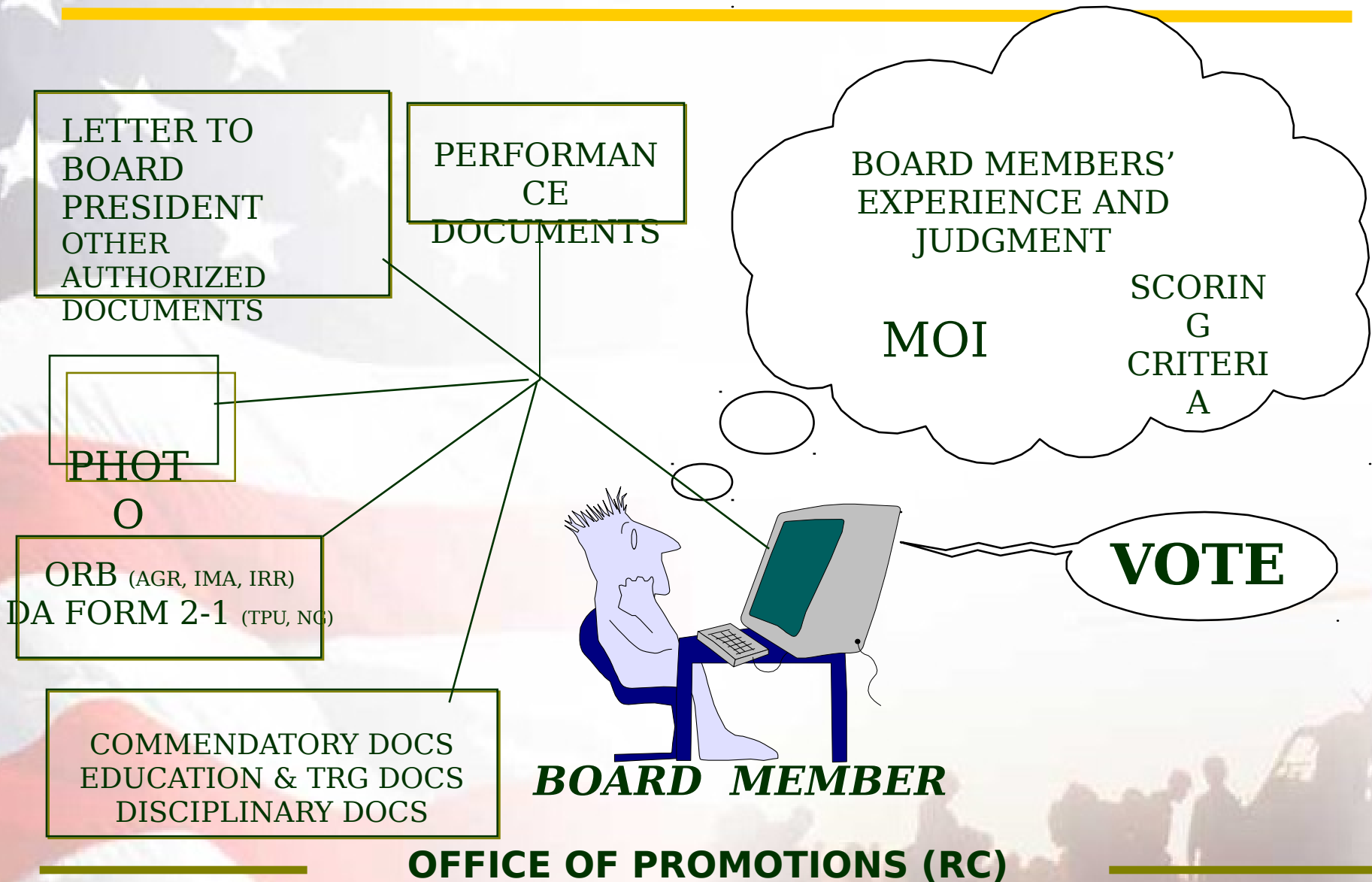
## SCORE

## WORD PICTURE

6+/-	TOP FEW - ABSOLUTELY MUST SELECT
5+/-	ABOVE CONTEMPORARIES - CLEARLY SELECT
4+/-	SOLID PERFORMER - DESERVES SELECTION
3+/-	FULLY QUALIFIED - SELECT UP TO SELECT OBJ
2+/-	NOT FULLY QUALIFIED - TOO MANY WEAKNESSES
1+/-	ABSOLUTELY NOT QUALIFIED
SC	SHOW CAUSE FOR INVOLUNTARY SEPARATION



# BOARD DECISION TOOLS





# AFTER ALL FILES VOTED

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- Board Recess
- Results sent to Deputy Chief of Staff, G1
- Assistant Secretary for Manpower and Reserve Affairs reviews
- Chief of Staff of the Army reviews
- Secretary of the Army reviews
- Secretary of the Defense reviews
- President of United States approves
  - COL list also requires Senate approval
- Returned to HR Command - St Louis for release
  - Usually takes about 120 days from recess



# APL BOARD STATISTICS



## • TO CPT:

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2000	3907	2207	2300	2605	88% (1639/1858)
• 2001	3130	1503	3003	2111	81% (1297/1609)
• 2002	2295	1729	2703	1769	99% (1272/1291)
• 2003	1520	920	FQ	1089	86% (839/975)

## • TO MAJ:

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2000	6196	2089	2800	2665	89% (1783/2013)
• 2001	5532	1859	2850	2498	83% (1616/1936)
• 2002	6523	2033	3243	2884	77% (1745/2262)
• 2003	4814	2191	FQ	2720	85% (1610/1891)
• 2004	2964			1955	



# APL BOARD STATISTICS



## • TO LTC:

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2000	4235	1122	1605	2233	70% (1006/1437)
• 2001	3741	1172	2151	1803	80% (949/1180)
• 2002	3382	1293	1836	1605	93% (1045/1119)
• 2003	3338	1337	1914	1679	87% (1187/1360)

## • TO COL:

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2000	3252	550	550	3066	26% (302/1141)
• 2001	2990	656	656	2818	38% (356/935)
• 2002	3326	759	759	3132	38% (537/1416)
• 2003	3047	338	338*	2853	24% (255/1059)



# AMEDD BOARD STATISTICS



## • TO CPT: (2003 BOARD)

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• AN	451	328	FQ	407	88% (284/323)
• DE	23	18	FQ	22	83% (15/18)
• MS		234	174	FQ	220 84% (161/192)
• SP	103	86	FQ	96	89% (81/91)
• VC	9	9	FQ	9	100% (9/9)

## • TO MAJ: (2003 BOARD)

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• AN	725	280	286	350	89% (208/233)
• DE	63	56	FQ	60	93% (56/60)
• MC	252	208	FQ	218	97% (177/183)
• MS	212	129	135	146	91% (114/125)
• SP	32	25	97	30	89% (24/27)
• VC	16	6	6	15	42% (5/12)

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# AMEDD BOARD STATISTICS



## • TO LTC: (2003 BOARD)

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• AN	531	107	107	531	24% (77/315)
• DE	36	23	FQ	36	84% (21/25)
• MC	189	108	FQ	189	70% (91/130)
• MS	199	66	66	143	51% (65/128)
• SP	66	22	22	66	47% (17/36)
• VC	13	5	5	13	42% (5/12)

## • TO COL: (2003 BOARD)

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• AN	535	42	42	534	20% (16/82)
• DE	109	23	23	108	48% (11/23)
• MC	304	62	62	298	40% (37/93)
• MS	372	29	29	359	18% (17/97)
• SP	68	8	8	68	45% (5/11)
• VC	25	1	1	25	20% (1/5)

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# CHAPLAIN BOARD STATISTICS



## • TO CPT:

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL</u>	<u>OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2002	32	15	FQ	17		85% (11/13)
• 2003	37	23	FQ	26		92% (22/24)

## • TO MAJ:

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL</u>	<u>OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2002	80	48	75	49		98% (39/40)
• 2003	45	28	FQ	30		93% (25/27)

## • TO LTC:

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL</u>	<u>OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2002	86	35	49	39		93% (26/28)
• 2003	93	44	49	46		97% (37/38)

## • TO COL:

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL</u>	<u>OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2002	110	23	23	93		41% (11/27)
• 2003	98	19	19	84		35% (11/31)



# USAR CHIEF WARRANT OFFICER



- **TO CW3:**

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2002	440	288	FQ	440	75% (277/368)
• 2003	419	272	FQ	418	74% (251/339)

- **TO CW4:**

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2002	358	103	FQ	153	74% (85/115)
• 2003	297	118	FQ	166	75% (92/123)

- **TO CW5:**

<u>YEAR</u>	<u>CONS</u>	<u>SELECT</u>	<u>SEL OBJ</u>	<u>ED Q</u>	<u>FT CONS ED Q %</u>
• 2002	290	51	51*	290	17% (30/178)
• 2003	218	17	23*	218	13% (14/104)

\* SEPARATE SELECT OBJECTIVE BY MOS



# HOW CAN LEADERS HELP ?



- Get their officers educationally qualified!
- OERs
  - Timely
  - Consistent/clear message to Board Members

- Spread the word:

**ED QUAL +  
PARTICIPATION**

**= SUCCESS!**

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# USEFUL CONTACT INFORMATION



- [HTTP://WWW.2XCITIZEN.USAR.ARMY.MAIL/2XHOME.ASP](http://WWW.2XCITIZEN.USAR.ARMY.MAIL/2XHOME.ASP)
  - HR Command Website; view actual board file on-line about 60 days before board convenes.
- [HTTPS://WWW.2XCITIZEN.USAR.ARMY.MIL/SOLDIERSERVICES](https://WWW.2XCITIZEN.USAR.ARMY.MIL/SOLDIERSERVICES)
  - USAR evaluation processing status website
  - 1-800-648-5484
- [HTTPS://WWW.US.ARMY.MIL/PORTAL/PORTAL\\_HOME.JHTML](https://WWW.US.ARMY.MIL/PORTAL/PORTAL_HOME.JHTML)
  - To get an Army Knowledge On-line account.
- 1-877-215-9834
  - Promotion status; voice automated system (with options for direct contact)

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# USEFUL CONTACT INFORMATION



- **To have documents put on OMPF/PERMs mail to:**

Human Resources Command - STL  
ATTN: AHRC-CIS-PV  
1 Reserve Way  
St. Louis, MO 63132-5200

- **To process USAR OER prior to board; submit certified true copy to:**

Human Resources Command - STL  
ATTN: AHRC-PSV-EO  
1 Reserve Way  
St. Louis, MO 63132-5200

- **Documents not in on-line electronic file, mail to::**

President, *2004 LTC APL* Selection Board (put in your board title)

ATTN: AHRC-MSL-P  
1 Reserve Way  
St. Louis, MO 63132-5200

- **Board Results:**

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<https://www.perscomonline.army.mil/select/promo.htm>



# LAST SLIDE!

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**Questions**  
**Comments**  
**Concerns**